



Exercise 1: Upload PBI Report and

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Exercise 1: Upload PBI Report and Pin Visualizations

First, you will upload a Power BI Desktop file to Power BI Service.

1. Start with the "[Lab 4 - Starting.pbix](#)" file.
2. Use the **Publish** button to publish the report. Sign in using the account you used to sign up for Power BI service.
3. Once the report is published, go to **<http://www.powerbi.com>** and sign in using your account.
4. If this is your first time publishing a report to Power BI service, you will notice that you now have a dataset named **Lab 4 - Starting** and a report named **Lab 4 - Starting**. You can rename both of these, but let's just leave them be for now.
5. Go to the **Lab 4 - Starting Report** and explore your published report. It looks similar to the one in Power BI Desktop file. Now you can start creating a dashboard by pinning some visualizations.
6. Go to the **Sales Report** tab and pin the chart showing **Total Sales by Category and Segment** (100% Stacked Bar Chart). Select to create a **New dashboard** and name it **VanArsdel Sales**.
7. Pin the treemap chart, the scatter chart, and the map visualization to the **VanArsdel Sales** dashboard.
8. Go to the **Yearly Trend** tab and pin the waterfall chart that shows the **Sales Var by Year**.
9. Go to the **VanArsdel Sales** dashboard and review what you have created.
10. Resize and arrange the tiles as necessary.

You should have something similar to the below:



Question 1

2.0/2.0 points (graded)

You want to pin existing visualizations from a report to a dashboard. What two scenarios can you do when pinning visualizations?

☒ You can pin multiple visualizations to a dashboard but you need to do it one at a time.

☐ You can pin two visualizations to a dashboard by pressing the CTRL key.

☒ You can pin the whole report page to a dashboard in one attempt by pinning a live page.

☐ You can pin three visualizations to a dashboard by pressing the CTRL key.



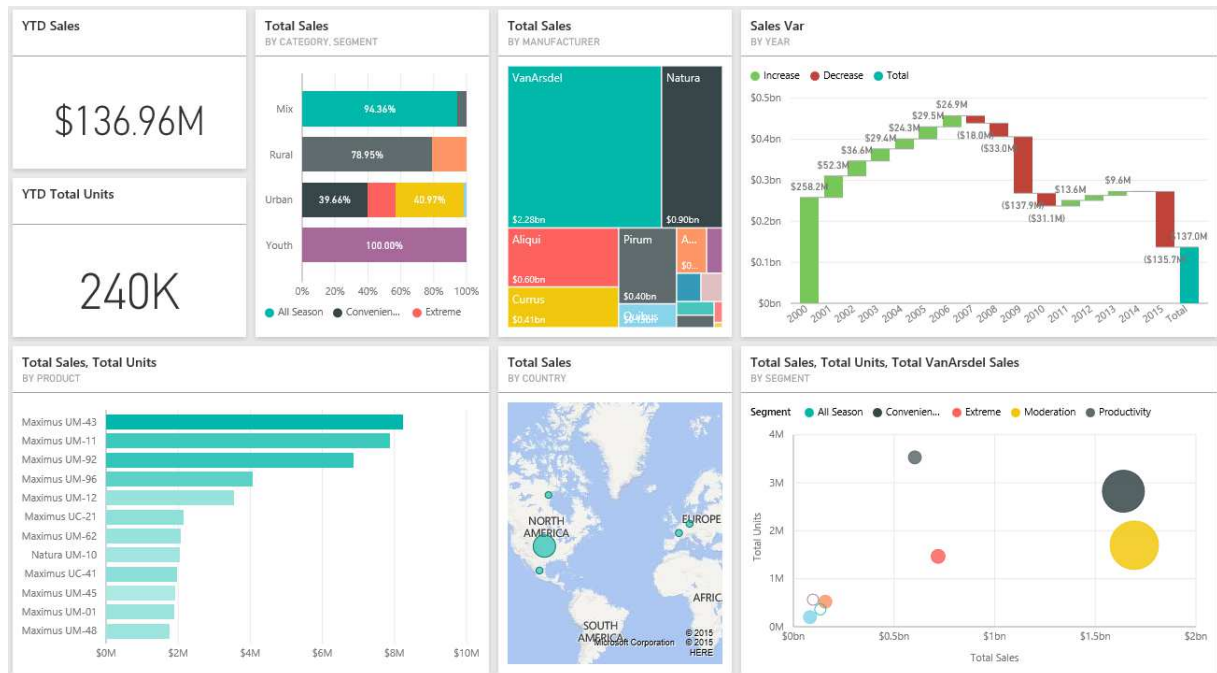
Submit

You have used 2 of 2 attempts

Let's try the natural language query feature and create a few visualizations for your dashboard.

1. Type the question "What is year to date sales" in the text box for Q&A.
2. Pin the answer to **VanArsdel Sales** dashboard.
3. Type the question "What is year to date total units"
4. Pin the answer to **VanArsdel Sales** dashboard.
5. Type the question "What product has the highest total sales in 2015"
6. Expand the Fields and Visualizations pane on the right of the screen.
7. Drag the **Total Units** field from the **Sales** table to the **Color saturation**. Notice that the bar chart color saturation changes according to the **Total Units** for that product.
8. Pin the answer to **VanArsdel Sales** dashboard.
9. Resize and arrange the tiles as necessary.

You should have something similar to the below:



Question 2

2.0/2.0 points (graded)

Now try answering the following question by using the Q&A. What is the total sales for Germany in 2014?

- ☐ \$4,044,962.47
- ☒ \$6,984,804.82 ✓
- ☐ \$3,681,551.21
- ☐ \$6,845,996.87

Submit

You have used 2 of 2 attempts